



UNITED STATES MARINE CORPS
MARINE CORPS LOGISTICS BASE
ALBANY, GEORGIA 31704-5000

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BASE ORDER 4400.77

From: Commanding General
To: Distribution List

Subj: CIVILIAN CONTRACTOR ACCESS TO THE DOD SUPPLY SYSTEM

Ref: (a) SECNAVINST 4855.5
(b) Navcompt Manual, vol. VIII (NOTAL)

1. Purpose. To provide instructions and procedures to allow civilian contractors access to the DoD supply system for the purpose of competing with the Depot Maintenance Activity for rebuild contracts.

2. Background. On 30 June 1990, the Deputy Secretary of Defense issued a memorandum on strengthening Depot Maintenance Activities. One aspect of this memorandum addressed a public/private competition program that would require placement of an additional 34 percent of the total depot maintenance programs under full and open competition by 1995. As an aid in accomplishing this goal, the Mini-Bill of Materiel (BOM) concept is being adopted to allow civilian contractors access to the DoD supply system. This will allow the contractor access to Marine Corps-peculiar items and items that are priced significantly lower than would be available from commercial vendors. This program applies only to Stores Account Code (SAC) 1 consumable items. Candidate Mini-BOM items are funded by DON stock fund, Marine Corps Division, which will be reimbursed by the contractor when requesting the Mini-BOM items.

3. Information. The civilian contractor must be informed prior to bidding on the contract that prices of repair parts are subject to change during the year. The contractor will pay the current Master Inventory File price at the time the items are requested for withdrawal from the Mini-BOM. The contractors and their agents must be informed that materiel and supplies obtained from the DoD supply system for a specific government contract must be used strictly for that contract.

4. Action

a. Contractor

(1) Submit a complete requirements listing to the Integrated Logistics Support Directorate (ILSD) (Codes 830/840) within 30 days after receiving the Principal End Item to be repaired. The following information is required for each item requested:

(3) Forward a copy of the validated initial/incremental requirements listing to the Storage and Distribution Directorate.

(4) Initiate action to have a Department of Defense Activity Address Code (DoDAAC) assigned, through the EDLO (Code 802), for each civilian contractor.

(5) Notify the EDFM (Code 430) of the DoDAAC assigned to the contractor.

(6) Notify Materiel Division when contract is completed.

(7) Make liaison with Depot Maintenance Activity concerning excess materiel in the Mini-BOM to help reduce the amount requiring reimbursement for no credit on the Materiel Returns Program (MRP).

c. Executive Director for Financial Management (Code 40)

(1) Maintain fiscal accountability for Mini-BOM items. Billing and payment procedures will be per reference (b).

(2) Reconcile stores accounting financial inventory records.

d. Principal Director, Storage and Distribution Directorate (Code 87)

(1) Determine the appropriate DSSC facility to build the Mini-BOM based on geographical location in relation to the contractor.

(2) Forward validated initial/incremental requirements listing to the appropriate Materiel Division.

e. Directors, Materiel Divisions (Codes 870/B800); Storage and Distribution Directorate

(1) Act as the Source of Supply for selected consumables (SAC-1) Mini-BOM requirements after receiving the validated listing from the Storage and Distribution Directorate.

(2) Submit requisitions for items on the validated requirements listing using Advice Code "2C" (fill or kill).

(3) Maintain a project requirement file that shows current status of materiel at all times.

(4) Store and maintain Mini-BOM assets until requested by the contractor.

(5) Verify receipt of funds with EDFM (Code 430) on the incremental withdrawal from the Mini-BOM.